

KFJC OBJECTIVES

(Adopted: November, 1962)

The faculty advisory board and the student staff of KFJC have concluded that the College radio station must assign itself an unusually diversified range of objectives. Recognizing above all else that the station has been granted an FM channel reserved exclusively for educational use, and that the College's interest in broadcasting is entirely consistent with such purpose, the following objectives are listed as a guide both to priority of services and to the diversification of services anticipated.

PRIMARY OBJECTIVES

1. To promote and interpret the College and its activities to the community.
2. To extend existing programs of the College to the community at large.

SECONDARY OBJECTIVES

1. To utilize faculty, students and guests of the College in initiating program material for the community.
2. To provide an outlet for programs prepared by various members of the National Association of Educational Broadcasters.
3. To provide, in cooperation with individual faculty members, enrichment material for courses throughout the College.
4. To provide, wherever deemed necessary or useful, direct instruction by radio.

Operation of the station will, in addition, contribute to the instructional program of the College within the Division of Mass Communications, and to this end the following objectives of KFJC are added:

1. To provide a creative outlet and basic operational experience for students studying broadcasting as a career.
2. To provide practical experience for all students concerned with mass communication.

(Adopted: November, 1963)

PRIMARY OBJECTIVES

1. To promote and interest the College and the community.
2. To extend existing programs of the College to the community at large.

SECONDARY OBJECTIVES

1. To provide a program of radio instruction by radio.
 2. To provide, in cooperation with individual faculty members, enrichment material for courses throughout the College.
 3. To provide, whenever deemed necessary or useful, direct instruction by radio.
- Cooperation of the station will, in addition, contribute to the instructional program of the College within the Division of Mass Communication, and to this end the following objectives of KJVC are stated:
1. To provide a program of radio instruction by radio.
 2. To provide enrichment material for courses throughout the College.

KFJC STUDENT OFFICERS

RESPONSIBILITIES AND DUTIES

Student Manager

1. Assist the Director in general KFJC operation.
2. Assist Program Director, Student Engineer, News & Public Affairs Director, Promotion Director and Continuity Coordinator.
3. Assist in developing sound station relations with the college and the community.

Program Director

1. Plan basic program schedule with Director and Student Manager.
2. Supervise program producers, including lab section assignments.
3. Develop Program Log.
4. Assist Director in selection and ordering of tapes and records.

Student Engineer

1. Audio maintenance under supervision of Chief Engineer.
2. Supervise operators, including lab section assignments.
3. Maintain Transmitter Log.
4. Assist in planning equipment and studio facilities needs.

News and Public Affairs Director

1. Plan basic news approach for KFJC with Director, Student Manager and Program Director.
2. Coordinate gathering, selection and preparation of news coverage.
3. Assist in planning special events coverage.
4. Assist Director in coordinating interview and discussion series.

Promotion Director

1. Prepare and place KFJC items of interest in FOOTPRINTS.
2. Provide logs and news items for THE SENTINEL.
3. Assist Director in establishing and maintaining contacts with both college and community re calendar of events
4. Assist in outlining and establishing a core program of promotion of KFJC and its services to the college and community.

Continuity Coordinator

1. Insure all program logs are made up in daily books.
2. Supervise all continuity material; write copy where necessary.
3. Write promotional material in cooperation with Station Director and Promotion Director.
4. Prepare schedule of public service announcements.
5. Insure all daily program materials (tapes, records, logs, continuity) are appropriately stored at the start of each broadcast day.

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In addition to the above appointed offices, one part time student engineer (who may or may not be the Student Engineer) and one part time secretary are employed by Foothill College to facilitate certain operations of KFJC.

KING STUDENT COUNCIL

RESPONSIBILITIES AND DUTIES

Student Council

1. Assist the Director in general KSC operations.
2. Assist the Director, Student Council, in the development of the Student Council.
3. Assist the Director, Student Council, in the development of the Student Council.

Program Director

1. Plan basic program schedule with Director and Student Council.
2. Develop program materials, including the development of the program.
3. Develop program materials.
4. Assist the Director in the selection and management of the program.

Student Council

1. Audio assistance under supervision of Chief Engineer.
2. Supervise operation, including the selection of the program.
3. Maintain program log.
4. Assist in planning, equipment and audio facilities.

News and Public Affairs Director

1. Plan basic news program for KSC with Director, Student Council, and Program Director.
2. Coordinate program, selection and management of the program.
3. Assist in planning special events coverage.
4. Assist Director in coordinating interviews and special events.

Program Director

1. Prepare and place KSC items of interest in the program.
2. Provide items and news items for the program.
3. Assist Director in planning and management of the program.
4. Assist in planning and management of the program.

Community Coordinator

1. Insure all program items are made up in daily books.
2. Supervise all community material, including the development of the program.
3. Give program material to the program.
4. Prepare schedule of public affairs.
5. Insure all public affairs are made up in daily books.

In addition to the above mentioned responsibilities, the Student Council is responsible for the development of the Student Council, including the development of the program, the selection of the program, and the management of the program.